

Student Name:  
Ms. Haywood  
English 8  
October 2017

## **Final Checklist for Poverty Inequality Letter**

Use this checklist to complete your final draft of the poverty inequality letter.

1. I have correctly addressed the letter and spell the politician's name correctly.
2. I DO NOT indent each paragraph.
3. I use the TITLES of the texts, handouts and data sources to explain what I have been studying in English class and how I am informed about poverty and inequality.
4. I spell characters' names correctly like LaVaughn and Bill Januson and the author's name, Virginia Euwer Wolff, and the film's director, Martin Bell.
5. I use a DIFFERENT PARAGRAPH to address every scenario.
6. I use FACTS, EXAMPLES, QUOTES, or STATISTICAL EVIDENCE to support and explain my SCENARIOS.
7. I use SIGNAL PHRASES to introduce my sources and give credit to the source when I include FACTS, EXAMPLES, QUOTES or STATISTICAL EVIDENCE and even when I paraphrase.
8. I include ACTION ITEMS and MAKE SPECIFIC SUGGESTIONS about how to address every SCENARIO based on the shared texts and data packet.
9. My letter is single-spaced and uses only one type of 12-point font.
10. I avoid VAGUE words and use RICH, SPECIFIC language.